

Introduced by Senator Alquist

February 22, 2007

An act to add Section 11093.6 to the Government Code, relating to state agencies.

LEGISLATIVE COUNSEL'S DIGEST

SB 618, as introduced, Alquist. State agencies: electronic records.

Existing law provides that, notwithstanding any other provision of law, any requirement that a state agency send material, information, notices, correspondence, or other communication through the United States mail shall be deemed to include the authority for the state agency to send that material, information, notice, correspondence, or other communication by electronic mail upon the request of the recipient, unless impracticable to do so, or unless contrary to state or federal law. Existing law, the Administrative Procedure Act, authorizes state agencies to publish, distribute, or deliver various notices and documents required by the act pursuant to electronic mail or other electronic communication.

This bill would require each state agency, no later than January 1, 2010, to maintain all of its records in an electronic format. It would apply this requirement to any document or writing containing information relating to the conduct of the people's business that is prepared, owned, used, or retained by any state agency that is not already in an electronic format.

Vote: majority. Appropriation: no. Fiscal committee: yes.
State-mandated local program: no.

The people of the State of California do enact as follows:

- 1 SECTION 1. Section 11093.6 is added to the Government
- 2 Code, to read:
- 3 11093.6. (a) Each state agency, no later than January 1, 2010,
- 4 shall maintain all of its records in an electronic format.
- 5 (b) The requirement of subdivision (a) shall apply to any
- 6 document or writing containing information relating to the conduct
- 7 of the people's business that is prepared, owned, used, or retained
- 8 by any state agency that is not already in an electronic format.

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